

Town Administrator Report
May 23, 2023

Treasurer/Collector Vacancy

Bonnie Ricardelli, Susan Bresnick, Vicky Tidman, Sue Fayne, and I have completed screening interviews for 3 candidates for the position of Treasurer/Collector. Each of us has ranked the candidates based on the interviews and we should be ready to make recommendations to the Select Board at your next meeting and, from there, we can schedule final interviews as the Board sees fit.

MUD District/MCO

We shared a draft LDA and Lease Agreement with MCO and have been going back and forth with them on that draft. The Town responded to their counter proposal this week. I expect to hear back from them quickly. As soon as we reach agreement, we will share with the Board.

Lowell Street Paving

The Highway Department oversaw the repaving of Lowell Street using funds from the Winter Recovery Assistance Program in the amount of \$139,000. Good news since these funds are required to be expended by June 30, 2023.

AARP Community Challenge Grant

We have been selected to receive a Capacity-Building Microgrant of \$2,500 through the 2023 AARP Community Challenge Grant Program. The grant will support a project to conduct 3 walk audits in our town center and focus on connections with the public facilities, conservation trails, and our small business community. We will recruit older volunteers from the community center, those who frequent the library and participants of our senior programming. We will host a minimum of 2 community meetings with walk audit participants, residents, business owners and Town departments to discuss how to incorporate the walk audit results in future planning.

Electrical work at the bandstand

The electrical work at the bandstand has been completed by local contractor, Multiplex Electrical Solutions. The Electrical Inspector has inspected and tested the work; all is working as it should.

Landscaping contract

The Town's current landscaping contractor, NE Acreage Group notified the Town that they will no longer be fulfilling the requirements of the contract with the Town. In the short term the Town's Park Commission is working with Longo Landscaping to fill an interim role as we work to prepare new specifications for bid. Parks Commission is likely to separately bid mowing, ballpark maintenance, irrigation maintenance, and landscaping services since each require different needs, expertise, and equipment to perform.

PFAS Update

The Town participated in another meeting last week with the Towns of Groton and Pepperell related to the PFAS issue at the high school. At the meeting, there was discussion regarding how to move forward and there was consensus that we should still consider the Dunstable-Pepperell-Groton solution which

we've reviewed in the past. We've also engaged Hoyle and Tanner to assist the Town in this process. As a next step, the engineers from the Towns of Groton and Dunstable plan to meet with MassDEP and DCR to review the required permitting process for the project and estimated timeline to ensure the schedule will meet the needs of the Towns, School District, and state agencies involved. Once that meeting takes place, a follow-up meeting with the three towns will be scheduled.

Fire Rescue Truck

As you know, the Town has been fully reimbursed for the cost of the cab and chassis in the amount of \$54,000. Since that time, we visited the Town of Manchester-by-the-Sea to look at a mini pumper that the Town was planning to sell. Just recently, their Select Board voted to allow the sale of the mini pumper. I have a meeting scheduled with the Town Administrator from the Town of Manchester-by-the-Sea tomorrow. For your information, the details on the truck are as follows:

2017 Ford F-550/HME

4x4 Crew Cab

400 Gallon water tank

1500 Gallon per minute pump

Compressed Air Foam Capability

11,000 miles

Up to date with State inspection, National Fire Protection Association inspection, pump testing, and ladder testing (portable ground ladders)

The truck is expected to carry: attack hose, water supply hose, vehicle extrication equipment (Jaws of Life), vehicle stabilization, portable ground ladders, emergency medical equipment, technical rescue equipment, water rescue equipment, various firefighting hand tools, scene lighting.

This truck will be used as the Department's primary use vehicle first out for most calls. It is smaller, easier to maneuver, and can be driven without a CDL license. It will be even more critical to have this truck with the anticipated staff coverage reduction coming in July.

As you know, there was a debt exclusion approved in the amount of \$190,565 and an additional free cash appropriation of \$15,000 to support the purchase of the fire rescue truck.

Fire Station Roof

The Invitation for Bids for the rubber roof replacement at the Fire Station has been prepared and posted at Town Hall and the website, emailed to vendors, and I have requested it to be posted on the Central Register. It still needs to be posted to COMMBUYS. Bids are due on Monday, June 19 at 4 PM.

Police Accreditation On-Site Assessment – Today and Tomorrow

Today and tomorrow, assessors will be on-site at the Police Department conducting an assessment to verify compliance of program requirements. Once the assessment is complete, the team of assessors will make a recommendation to the Massachusetts Police Accreditation Commission.

Housing Production Plan Update

The Affordable Housing Committee has worked with NMCOG to develop a plan and timeline for updating and final approval of the Town's Housing Production Plan. A public meeting on the updated HPP is currently scheduled on Monday, June 26 at 6:30 PM.

Goals/Priorities for coming year

Sue and I have worked together to develop goals/priorities for the coming year. I hope to have these in a form to present to the Board in June.

Verizon FiOS Contract

Our contract with Verizon has expired and the membership of the Town's Cable Committee is vacant. I plan to continue conversations with Verizon about the contract for the Board's consideration in the absence of the Cable Committee. If you would prefer a different approach, please let me know.